

**CALIFORNIA APPRENTICESHIP COUNCIL**

455 Golden Gate Avenue, 10<sup>th</sup> Floor

San Francisco, CA 94102

Tel: (415) 703-4920

Fax: (415) 703-5477

[www.dir.ca.gov](http://www.dir.ca.gov)



ADDRESS REPLY TO:  
California Apprenticeship Council  
P. O. Box 420603  
San Francisco, CA 94142-0603

**PRE-APPRENTICESHIP COMMITTEE**

**October 24, 2007**

**Sheraton Universal Hotel**

**Universal City, CA**

**MINUTES**

Thursday – October 24, 2007

- I. The meeting was called to order by Chairperson Al Twelridge
- II. Members present:
- III. A forum was held at the last CAC meeting by a self-appointed Advisory Committee on Pre-Apprenticeship Programs to discuss compiling a list of Best Practices and as a result, a draft was developed. The list is intended to be advisory only. The name “Preparation for Apprenticeship Training” (PAT) was changed to avoid the assumption that the student will automatically enter an apprenticeship program when they are through the program. Renee Bacchini, Special Assistant to the Chief, passed out copies of the draft of Best Practices. She also passed out copies of the analysis of an on-line survey that was held on the DAS Website during the month of August, 2007. The committee would like to come to an agreement of what are the Best Practices for a Pre-Apprenticeship Training Program and present them at tomorrow’s Forum.

Chief Rowan spoke about how affective the Best Practices has been and the dialogue of Pre-Apprenticeship in the community. Being able to say at one point in the future that there is a consensus in the apprenticeship community that the committee could use this document is a good thing. The goal is to make sure that if people are talking about Pre-Apprenticeship, that by having the word “Apprenticeship” in it, it would bring validity to it, which in turn will add value to the person.

- IV. The following suggestions and comments were given from the best practices list:
  1. This is considered an adult program, not one for high school students.
  2. It was suggested to add that Apprenticeship Training Centers be considered.
  3. No discussion.
  4. Pre-Apprenticeship Programs need to be connected to for purposes of entering into Apprenticeship; however, the student should clearly understand that entry is not guaranteed. The programs should ensure that the students’ expectation for job placement is realistic for the potential of future employment.

5. It was suggested to expand and include Math/Algebra. Regarding soft skills, perhaps mechanical aptitude, use of basic tools component should be considered. Sexual harassment was asked to be introduced.
6. No discussion
7. Drug testing should be a component. Have a Federal record to prevent you to be able to work on that phase, or an orientation to direct people about the opportunities for those have spent time in a prison. It was made clear that if you are a felon you cannot work on a Federal job. A detailed note will be added as to the limitations of a felon.
8. Participants need to be screened to ensure that ultimately they are able to work. A comment to utilize the work force centers to get some support for the students with the possibility to paying for their initiation fees was made. The implementation in terms of cost is not being addressed at this time.
9. The committee suggests that there should be placement services and follow-up after 90 days, 6 months and one year to see if students are still employed and if the preparation for the Apprenticeship Program is effective. A suggestion was made to have a follow up to see if the student is able to sustain employment for the Apprenticeship program. Recommendation of a 6 month follow up to see if they sustain their employment was made, as well as a one year probationary period for the apprentices and there should be a follow up after a year to confirm that they did satisfy their probationary period.
10. No discussion.

Survey results will be posted on the website as well as the Best Practices.

Specific certification may be included in the program such as Safety and First Aid and CPR, and other as appropriate.

Meeting adjourned at 10:45 a.m.

Respectfully submitted by Renee Bacchini